

**Virginia Indigent Defense Commission
Personnel and Training Committee Meeting
1604 Santa Rosa Road
Richmond, Virginia 23229
December 3, 2009**

The meeting was called to order by Chair, Maria Jankowski at 10:15 am. Other committee members present were Judge Alan Rosenblatt, Carmen Williams, and Kristen Howard. Quorum requirements have been met. Administrative staff included Executive Director, Dave Johnson; Training Director, Carlos Hopkins; and Administrative Assistant, Diane Pearson.

Judge Rosenblatt made a motion to approve the October 20, 2009 Personnel Committee meeting minutes. Ms. Williams seconded the motion, the motion carried.

Judge Rosenblatt moved that the Virginia Indigent Defense Commission's Personnel and Training Committee convene in closed session to discuss personnel issues pursuant to the personnel exemption contained in §2.2-37 (11) (A) (1) of the Code of Virginia.

This meeting will be attended only by members of the Personnel and Training Committee, however, pursuant to §2.2-37(12) (F) of the Code of Virginia, the Committee also requests the attendance of the Executive Director and the Training Director because it is reasonable to believe that their presence will aid the Committee in its consideration of the matters which are the subject of the closed session.

Ms. Williams seconded the motion. The motion carried.

Judge Rosenblatt made a motion to reconvene in open session. Ms. Howard seconded the motion. The motion carried.

After reconvening into open session, Judge Rosenblatt called for a roll-call vote asking that each Committee member certify to the best of his or her knowledge, during closed session the Committee heard, discussed, or considered only public business matters that were lawfully exempted from open meeting requirements under the Freedom of Information Act.

Each member so certified.

Ms. Jankowski noted that committee member, Chris Anderson joined the meeting during closed session.

Mr. Anderson made a motion to adjourn the meeting. Judge Rosenblatt seconded the motion. The motion carried.

The meeting adjourned at 11:00 am.

Respectively Submitted:

Approved By:

Diane Z. Pearson, Administrative Assistant

David J. Johnson, Executive Director